

## Minutes from Full Council Meeting of Shenstone Parish Council

MEETING HELD TUESDAY 8<sup>th</sup> MARCH 2016 AT 7.15pm - VENUE: Stonnall Youth and Community

Centre

**165 Register of Councillors in Attendance:** Cllrs Sheila Beilby, John Branch, Mick Cox, Tim Cox, Charles Fordham, Rita Hancocks, Elizabeth Hassall, Lynda Jones, Val Neale, Gail Nicholls, Neil Perry, David Salter (Chairman), David Thompson, Jean Wilson

**Members of the Public: 2 Members of the Public in attendance/register taken - Clerk:** Susan Nelson

**166 Apologies Received:** Councillor Roy Boffy, County Councillor David Smith

**167 i To receive Declarations of Interest on Agenda Items for this meeting**

As per register - no further declarations of interest received

**167.ii Up to 15 Minutes of Public Participation**

To provide parishioners the opportunity to raise any relevant matters with Parish Council Members / No Members of the public in attendance at this meeting - **No matters raised**

**168 Approval of Shenstone Parish Council Minutes from Meeting held Tuesday 9<sup>th</sup> February 2016 at Little Aston Village Hall**

**Proposed:** Councillor Hancocks **Seconded:** Councillor Cox

A vote of all Members present taken and it was duly

**RESOLVED: To Approve the Shenstone Parish Council Minutes from the Shenstone Parish Council Meeting held on Tuesday 9<sup>th</sup> February 2016 at Little Aston Village Hall and Minutes signed by Chairman Councillor Salter**

**169 Matters Arising from Minutes** - None received

**170 Lichfield District Council Update Report - Councillors Hassall and Salter PLEASE PROVIDE YOUR REPORTS**

**171 Staffordshire County Council Update** - Councillor David Smith not in attendance at this meeting

**172 Shenstone Library Update** - Councillor Lynda Jones / Minutes of the meeting held with Cllr Ben Adams attached to these Minutes

- After advice provided by Ben Adams from Staffordshire County Council that there were no plans to close Library in Shenstone Parishioners who have offered to volunteer their services to assist keep the Library functioning invited Cllr Adams to a Committee Meeting where the message received was that there is no alternative plan should a volunteer-run service not be deemed feasible
- A steering group has been formed from existing Library users from Shenstone, Stonnall and surrounds, the group met with two SCC Officers which was both lengthy and at times stormy but a lot of additional information provided
- SCC confirmed that the Tender process will take place from April and will close at end of July 2016 with full details due for circulation in September 2016
- Plans were provided showing how SCC can offer support and training on a rolling programme if sufficient numbers of volunteers come forward to assist
- From April 2016 Ian Birley will manage the Library process and he will be based in Tamworth
- The current Librarian will leave her post in 2 weeks' time -
- **Chairman confirmed that on behalf of the Parish Council he will provide card/bouquet from honorarium to thank her for her service to the community**
- Volunteers are requesting that parishioners provide ideas for the future use for the library
- Baby bounce and rhyme will continue as a Community led venture - this is a most popular group for young children, parents and grandparents and is free of charge
- **SHENSTONE LIBRARY MEETING LATEST: Meeting to be held on Wednesday 23rd March 2016 at 7.30pm - Shenstone Village Hall**

**173 Neighbourhood Plans - Referendum/Update Shenstone (info received 11<sup>th</sup> March 2016)**

Report received from LDC: We have received the draft examiners report for the Shenstone Neighbourhood Plan. It is a positive report recommending the NP proceeds to referendum if the following modifications made:

The examiner has suggested that the Parish may wish to submit more evidence or provide alternative wording for Policies GSC1, GS3 and CO1. Without this further evidence these Policies may be deleted or modified substantially. Deborah's comments are below:

Policy GSC1: [The NPPF requires a clear justification for the protection of Local Green Spaces. I recommend minor modifications of this policy to reflect why these green areas are important to the community. Particularly Lammas Land & Malkins Coppice](#)  
Policy GSC3: [In order to effectively protect the features outlined in the paragraph below it is necessary to identify them and explain why these are important in the context of Shenstone. Consideration should be given to modifying this paragraph: "Proposals that would result in either the loss of or unacceptable harm to well-established features of the landscape, including mature trees, species-rich hedgerows and ponds will not be permitted."](#)

Policy CO1: This policy does not set up a mechanism for identifying what is an “unacceptable impact”. This policy could be modified to include the requirement for the submission of a Transport Statement and Travel Plan to accompany proposals.

It may be that you have the evidence in your research or supporting documents so can be easily inserted into the justification text.

**If you wish to submit further evidence or alternative wording LDC happy to receive this on Monday 14<sup>th</sup> March 2016**

**174 Neighbourhood Planning and Property Committee** - Minutes and Recommendations from Meeting held Monday 29<sup>th</sup> February 2016

Response to Economic Development Strategy - Members thanked Councillor David Thompson for the work undertaken to ensure responses were provided to LDC

**RECOMMENDATION/RESOLUTION - Details attached. Closing date for representations to LDC by Friday 4<sup>th</sup> March 2016 were met**

**RECOMMENDATION/RESOLUTION - Shenstone Churchyard - Upper and Lower Lawn cemetery - Infestation of Moles - Molehills spoil to be removed / land to be replanted with grass seed**

**Clerk confirmed that Contractor has been instructed to undertake this work and will commence shortly - ONGOING REVIEW**

**175 Finance Update - Cllr SB**

<b>Co-operative Balances at 070315</b>	Curren t	<b>£69,014.28</b>	Stonnall NP	<b>£5,010.78</b>	Business Select	<b>£16,582.24</b>	Closed 7616 <b>£0.21</b>
<b>NatWest Balance at 070315</b>	Curren t	<b>£40,749.17</b>					

**176 To consider the provision of additional ‘Unsuitable for HGV’s’ signage next to the slip road on the A461 Walsall Road at the junction with Pouke Lane. Estimated costs from County Highways : £500 Including installation (Cllr EH) Details**

Councillor Elizabeth Hassall advised that a HGV attempted to turn right and clipped a wall, fortunately CCTV recorded this and details were provided to Staffordshire County Council Highways Division, who confirmed that this was an issue but that they currently have no funds to put towards this. Councillor David Salter followed up this issue with County but the suggestion to create a weight restriction is cost-prohibitive and basically would not resolve the issues, the main problem seems to be that Satellite Navigation information is incorrect and sends vehicles the wrong way. The Parish Council has set aside a £5k budget for Highways for 15/16 term of office and it was agreed that these funds should be used to pursue other possible solutions.

**RECOMMENDATION: Up to £5000 be allocated towards resolution of this problem Proposed: Cllr Hancocks Seconder: Cllr Thompson Following vote of all Members RESOLVED: Up to £5000 be allocated towards resolution of this ongoing problem**

**177 To set the date, time and venue of the Annual Parish Meeting / circulate invitations to local groups /list of available dates attached**

The Annual Parish Meeting will take place on Wednesday 18<sup>th</sup> May 2016 at Little Aston Village Hall commencing at 7.15pm Councillors Wilson and Fordham provided apologies in advance / Clerk confirmed invitations and notices will be placed in key locations and sent to local groups - **ONGOING**

**178 Report from Gary Brownridge re Soft Landscaping Contract Renewal**

Councillor Sheila Beilby confirmed that Lichfield District Council will undertake work to ensure the edging of the pathways is undertaken from April 2016 onwards and costs will be included in the ongoing LDC contract

**179 To consider expenditure of £650 for path edging for Shenstone Playing Field plus an additional £170 + VAT per annum on the Lichfield District Council Contract from 2016 to 2017 to maintain path edges (quotes attached)**

**RECOMMENDATION/RESOLUTION: Great Outdoors to be commissioned for the works to rectify path edging**

**180 Unity Bank update: to determine future plan - Councillor Beilby - this item pending awaiting further information - ONGOING**

**181 Street Name: Stonnall to consider £500 expenditure (Cllr MC) (this item was discussed at the beginning of the meeting)**

Councillor Mick Cox addressed Members regarding the research undertaken by Julian Ward-Davies and members of the Lynn and Stonnall History Group and Conservation Society to identify the triangle of land off the Chester Road which presently is not named. Lichfield District Council charge £500 to provide road signage, administration and legal charges

Attached please find list of possible Lane names to be considered / Concern was raised that no Female names included in the list It was confirmed that a ballot of Stonnall residents will be taken to reach a decision on the road name.

**RECOMMENDATION: Shenstone Parish Council to fund £500 towards provision of road signage and to cover administration and legal charges set by Lichfield District Council PROPOSED: Councillor Sheila Beilby SECONDED: Councillor Tim Cox**

**VOTE: For: 12 / Against: 0 / Abstention: 1**

**RESOLVED: Shenstone Parish Council to fund £500 towards provision of road signage and to cover administration and legal charges set by Lichfield District Council**

- Please find attached report providing possible Lane Names for consideration
- The naming of the lane will be decided by Public Consultation - **ONGOING**

- **Please find information sheet attached showing names suggested and background**

**182 Office Assistance review**

- Members discussed if an Office Assistant is required

Clerk role includes that of Responsible Financial Officer and Cllr Wilson reported that this should be the Clerks key priority  
Clerk advised that the provision of a Parish Council Office does encourage people to visit

- **Councillor Lynda Jones requested that this review be delegated to the Employment Committee for further consideration ONGOING**

Councillor Beilby advised members that the accounting and finance systems are being reviewed and a new process will begin for the 2016 to 2017 and that a meeting has been held with Paul Bulzachelli from Be Inspired to ensure plans are in place for the 2015/16 Year End Accounts which will be audited by Grant Thornton - **ONGOING**

**183 Correspondence received** - list attached- key items included in this meeting as agenda items

**184 Pending/Ongoing items** - items awaiting further information & action

**Standing Order Review** - to set meeting date and arrange - **Ongoing**

**Her Majesty Queen Elizabeth II - 90<sup>th</sup> Birthday Celebrations update** - **Details of events taking place are being compiled**

**185 Date, time and venue of next Shenstone Parish Full Council Meeting**

- **Next Shenstone Full Council Meeting will take place on Tuesday 12<sup>th</sup> April 2016 at 7.15pm - Venue: Shenstone Village Hall, Barnes Road, SHENSTONE**
- **ANNUAL PARISH MEETING 2016 / VENUE: Little Aston Village Hall, Little Aston Lane**  
The Annual Parish Meeting will take place on Wednesday 18<sup>th</sup> May 2016 commencing at 7.15pm  
Confirmation received from Little Aston Village Hall that the venue is available and has been booked

***For information: The Annual Parish Meeting is not a council meeting. It is a meeting of the Parish electors which annually takes place between 1<sup>st</sup> March and 1<sup>st</sup> June. Strictly speaking electors can set the agenda and in practice these meetings often celebrate local activities and debate current issues in the communities. The Chairman of the council calls the Annual Parish meeting and, if present, will chair***

SIGNED: \_\_\_\_\_

Chairman - Shenstone Parish Council    DATE:    Tuesday April 2016 at 7.15pm -

***All Councillors are reminded of their duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination and other best practice when making decisions at the meeting***